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OTR BULLETIN

MARCH 1965

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CONTENTS

25X1A

Bulletin Board	1
Introduction to Communism	6
FSI's Area Studies Program	9
	12
Non-Agency Training	14
OTR Calendar	21
Directory of Training Officers	23
Office of Training Directory	25

IN THIS ISSUE

Read the article on FSI's Area Studies Program if you wish to become acquainted with courses offered by the Institute on certain geographical areas.

An outline of subjects covered in OTR's course, Introduction to Communism, is on pages 6 through 8.

The ninth and final article in our series on the Senior Officer Schools. This time the

And, as usual, there are the regular features of the Bulletin Board, information on non-Agency courses, the OTR schedule of courses, Directory of Training Officers, and the OTR Directory.

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BULLETIN BOARD

AGENCY TRAINING RECORD

On 19 February AIB sent Training Officers the computer-report of Agency training taken by their staff employees through 31 December 1964. The report includes internal training which employees satisfactorily completed and all Agency-sponsored training which they took at external facilities.

This type of a report is taken from the master ATR (maintained in AIB) and is made available to TO's every six months. During the interim TOs are expected to maintain whatever local records are required for their training activities. AIB, however, has other types of reports from the ATR and, in addition, maintains various types of manual records to supplement its machine runs. Training Officers are invited to call if they need information from any of these supplementary sources.

OFF-CAMPUS PROGRAM

The spring semester of the Agency's Off-Campus courses, conducted by George Washington University and American University, began 8 February with 131 students enrolled in twelve classes. There are 58 from the DDI, 33 from the DDP, 22 from the DDS, 16 from the DDS&T and 2 from the O/DCI. This semester's enrollment is a slight increase over the 1964 fall semester.

INTELLIGENCE RESEARCH TECHNIQUES

Intelligence Research Techniques scheduled for 26 April through 21 May is canceled and rescheduled for 13 September through 8 October.

BROCHURE OF SENIOR OFFICER SCHOOLS

The AIB/RS/TR is preparing a brochure of reprints of articles on Senior Officer Schools. The articles, featured in OTR Bulletins, are on the National War

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College, Senior Seminar in Foreign Policy, Industrial College of the Armed Forces, Naval War College, Armed Forces Staff College, Air War College, Army War College, the Advanced Management Program at Harvard, and the [REDACTED]

The information in these articles covers a brief history of the schools, objectives and general topics, quotas, the Agency's prerequisites for candidates and the Agency's method of selection of its representatives. The brochure should be available by the end of March. You may request copies of the brochure by calling extension [REDACTED]

25X1A

READING
IMPROVEMENT
COURSES

A listing of courses in reading improvement given in the Washington area (some through correspondence) has been compiled by AIB/RS. You may request a copy of this list by calling [REDACTED] on extension [REDACTED]

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ORIENTATION FOR
TRAINING OFFICERS
AND ASSISTANTS

Orientation programs for Training Officers and Training Assistants are conducted by the Registrar Staff. The Orientation for Training Officers is a 1 1/2 day program and includes briefings by Chiefs of Schools and Staffs within OTR, the Special Assistant to the Director of Training and the Director of Training, in addition to briefings on the functions of the Registrar Staff by its branch chiefs. The Orientation for Training Assistants is a one-day program covering the support to Agency training given by the Registrar Staff including procedures for enrolling employees in internal and external courses and the management of the Agency Training Record.

Although each orientation is directed to those arranging training for personnel in their offices, the program is suitable for other professional employees who may be indirectly concerned with training. Attendance at both is kept small purposely so that Training Officers and Assistants will have greater opportunity to ask questions and meet personally with the speakers.

The most recent Orientation for Training Officers was conducted on 16 and 17 February at which time ten Training Officers from the O/DCI, DDP, DDI, and DDS participated.

Dates of the orientations are listed in OTR's Schedule of Courses and in the OTR Bulletin. Attendance is arranged by calling AIB/RS on extension [REDACTED]

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MANUAL ON
THE WRITING
OF REPORTS
AVAILABLE

Volume VII of the text Intelligence Research Facilities and Techniques entitled The Writing of Reports has been prepared by the Intelligence Production Faculty and is now available to requesters. It replaces Part G of an old series entitled The Mechanics of Report Preparation. The major stress of subject-material in Volume VII is on the preparation of formal research reports, but the text also serves as a guide. It has been prepared to serve all offices of the Agency. It is unclassified and copies of this, or any of the volumes in this series, may be obtained by calling extension [REDACTED] (Information on Volumes II through VI and Annex I was furnished in the October-November 1964 (page 4) and December 1964 (page 5) OTR Bulletins.)

25X1A

SPECIAL FELLOWSHIPS
AND SCHOLARSHIPS
FLETCHER SCHOOL OF
LAW & DIPLOMACY

The Fletcher School of Law and Diplomacy, Tufts University, a graduate school of international affairs, is offering the following special fellowships and scholarships for the academic year, 1965-66:

Leon M. Abbott Scholarship
Annual Scholarship \$1700

Eugene Black Scholarship
Annual Scholarship - amount not indicated

Cabot Corporation Scholarship
Permanent endowment to provide
for awarding of scholarships bearing
stipends up to \$1700

Roscoe Pound Fellowship
Annual Fellowship - amount not indicated

Sprague Electric Co. Fellowship
Annual fellowship bearing a
maximum stipend of \$2700

Additional information and application forms may be
obtained by writing The Registrar, The Fletcher
School of Law and Diplomacy, Tufts University, Med-
ford, Massachusetts, 02155.

SCHEDULE OF
PRETESTS FOR
OTR CLERICAL
REFRESHER
COURSES

Purpose : To determine the level of shorthand or
typing course for which an employee is
qualified.
Place : 2103 Washington Building Annex, Arling-
ton Towers.

Time : 0920 hours on the scheduled date.

Registration: Form 73 is sent to AIB/RS/TR for
Clerical Refresher Course. AIB then
registers employee with Clerical Train-
ing/IS/TR for pretest.

Dates of Courses and Tests : 26 April - 21 May
Pretest 21 April -- typewriting
22 April -- SHORTHAND

1 June - 25 June
Pretest 26 May -- typewriting
27 May -- SHORTHAND

6 July - 30 July
Pretest 30 June -- typewriting
1 July -- SHORTHAND

AGENCY
QUALIFICATIONS
TESTS-FOR
CLERICALS

Purpose : To qualify employees for positions as
Agency typists or stenographers.

Place : 2103 Washington Building Annex,
Arlington Towers.

Registration: Training Officer calls Clerical Training
Office directly; extension [REDACTED]

25X1A

Time and Given to the Training Officer when he
Day of Test: registers his employee.

Dates	:	<u>Typewriting</u>	<u>SHORTHAND</u>
		5 April	6 April
		19 April	20 April
		10 May	11 May
		24 May	25 May
		14 June	15 June
		28 June	29 June
		19 July	20 July

NEW TRAINING
ASSISTANT

NEW REGISTRAR



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NIS The next National Interdepartmental Seminar at the Foreign Service Institute is scheduled for 14 June - 9 July. (The Agency's quota for the 5 - 30 April running is filled.)

**25 YEARS AGO THERE WERE TWO
COMMUNIST REGIMES. TODAY
THERE ARE FOURTEEN REGIMES
CONTROLLING MORE THAN ONE
BILLION PEOPLE AND ONE THIRD
OF THE WORLD.**

**SOME OF THE SUBJECTS THAT ARE
DISCUSSED IN
INTRODUCTION TO COMMUNISM,
A TWO-WEEK COURSE CONDUCTED BY OTR'S
SCHOOL OF INTERNATIONAL COMMUNISM**

COMMUNIST DOCTRINE

Communist Interpretation of History

Communist Economic & Political Doctrines

COMMUNIST ORGANIZATION

Concepts of Communist Organization

Communist Party Organization

USSR

Origins and Development of the
Bolshevik Regime

The Military Establishment

Khrushchev in Power and his
Successors

Exploitation of Science & Educa-
tion

Economic Bases of Power

Foreign Policy

Soviet & Eastern European Intelligence Services

PEOPLE'S REPUBLIC OF CHINA

Evolution of the Chinese Commu-
nist Party

Military Capabilities

Political System

Economic and Social Revolutions

Scientific Capabilities

Intelligence Services

COMMUNIST ACTIVITIES

Communist Programs and Tactics

Front Activities

Revolutionary Warfare

CURRENT STATUS OF INTERNATIONAL COMMUNISM

Sino-Soviet Conflict

The Socialist Camp

"The International Movement"

Instruction in this course is by lectures, films, reading material, an exhibit, and discussion sessions. The lectures are presented by the staff of the School of International Communism. Some of the films that are shown are "The Kremlin," "Behind the Great Wall" and "Remarkable Comrades." Reading material includes the Communist Manifesto, Fundamentals of Marxism-Leninism, Common Sense About Russia, Barnett's Communist China, Griffith's World Communism Divided, as well as selected classified analyses. An exhibit of Communist propaganda is displayed. The discussion sessions are held at the end of the presentations of each major block of material. At this time students have an opportunity to raise questions with a panel of instructors and to make observations and comments of their own.

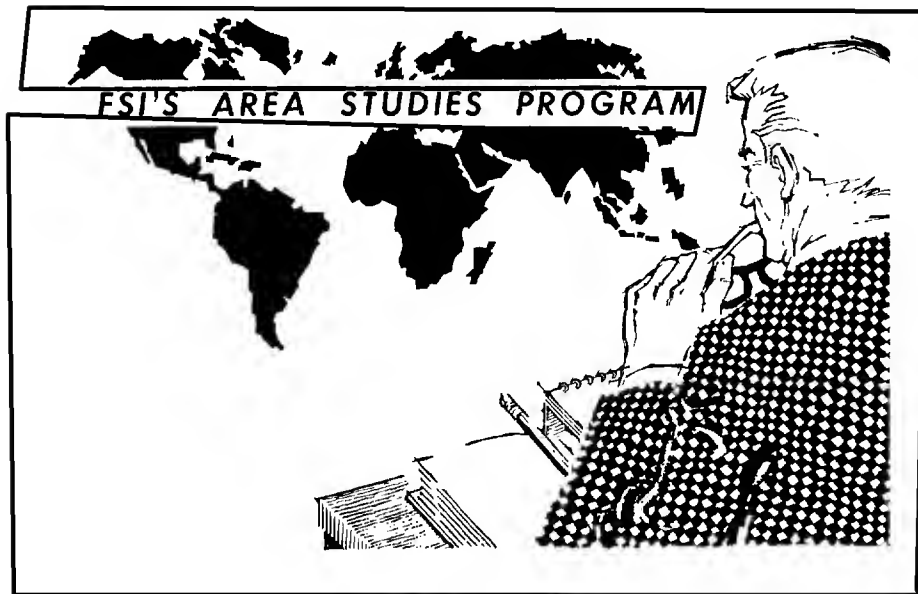
COURSE SCHEDULE

12 - 23 April

1 - 11 June

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If you are being assigned overseas or to a geographical desk that will require background knowledge of a foreign area that is new to you, perhaps you should consider attending an area studies course at the Department of State's Foreign Service Institute. If your time for reading-in is limited, attendance at one of FSI's courses could be extremely helpful. The staff at FSI will not promise to make you an area expert but it will get you started in the right direction with a minimum loss of time.

FSI's area courses are designed for Government employees of officer rank (FSO-8 or GS-9 and above) who are preparing for overseas duty in a given area, or who are otherwise responsible for some aspect of U.S. operations in an area in which they have not served or have not had recent experience. Their purpose is to enable such employees to acquire a general background knowledge and understanding of the people in the countries with which they will be concerned in carrying out their professional responsibilities. The courses are given concurrently, run three weeks, and cover many of the principal regions of the world (Eastern Europe, Latin America, Near East and North Africa, Africa Sub-Sahara, South Asia, East Asia, and Southeast Asia). Emphasis on

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particular countries is provided by allocating time for guided individual study, using a current library set up by area and specific country.

Each course emphasizes the geography, history, economics, religion, national character, and the political, economic and social structure of the area and country. Throughout a serious effort is made to relate course content to U.S. policy objectives and their realization. To that end--in FSI's own language--attention is given especially to "... the impact which both international communism and the free world are making in the areas; rising nationalism; the roles of such significant groups as the middle-class, youth, labor, and the military; the preconditions for economic development and the growth of democratic processes and institutions; internal and foreign policy problems of emerging nations in a great power world; trade, sovereignty and national development; regional and international organizations; and the involvement of American interests."

Since the courses are run concurrently, lecturer talent and resources are pooled to the advantage of participants in all courses. For example, the instructional day normally begins with a lecture on a topic of interest to all participants. Following the general lecture the group breaks up into sections according to geographic area and concentration is on subjects of direct interest to students assigned to a particular area. The staff is small but highly qualified and includes seven regional course chiefs and a number of assistants. The course chiefs have excellent academic backgrounds and have had extensive service in the Government. In addition, distinguished scholars from outside the Government as well as informed officials from within the Government assist in presenting the course.

By way of an additional effort to enrich the program, the Institute maintains a library of almost 5,000 of the most recent and pertinent books. The library is located where the students have ready access for browsing and for reading. They are also encouraged to take out as many books as they desire for after-hours and weekend reading. Films, slides and other media are also used to give accent to certain parts of the training.

In its area studies program, FSI seeks to serve all departments and agencies of the Government having any responsibility in the field of foreign affairs. Participants are mainly from the Department of State, the military services, AID, and USIA. (These courses have been offered by FSI for about eighteen months. Although Agency members have attended the program on a rather modest basis, FSI does have the space and would welcome increased numbers of Agency participants. The cost per person for the three-week program is \$307). The schedule of courses is as follows:

PROGRAMS	STARTING DATES							
	1965							
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
Eastern Europe and USSR	26				16			8
Latin America	26	24	21	19	16	13	11	8
Near East and North Africa	26	24	21	19	16	13	11	8
Africa, Sub-Sahara	26	24	21	19	16	13	11	8
South Asia	26	24	21	19	16	13	11	8
Southeast Asia	26	24	21	19	16	13	11	8
East Asia		24			16			8

Application is made on Form 136, "Request for Training at a non-CIA Facility," and should be sent to ETB/RS/TR through your Training Officer. For additional information on the course either call [REDACTED] Registrar Staff, on extension [REDACTED] or your Training Officer.

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NON-AGENCY TRAINING

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In this section on Non-Agency Training there is information on courses or programs of possible interest in the professional development of Agency employees. The fact that a course or program appears here does not necessarily mean the Agency will pay for an employee attending it. Agency sponsorship is based on job-orientation and professional need and requires official approvals. Additional information on these and other external courses and programs is available through the Admissions and Information Branch, Registrar Staff, [REDACTED]

Application for Agency-sponsorship is made on Form 136, "Request for Training at non-CIA Facility," which is sent through the Training Officer to the External Training Branch, 835, 1000 Glebe. There are certain conditions, however, under which Form 136 must be sent to ETB through the Central Cover Staff. These are: (a) if an applicant is presently under authorized cover, (b) if an applicant has been under authorized cover within the last six months, or (c) if an applicant anticipates that he will be under authorized cover before the termination of the requested training. ETB's enrollment deadlines are shown for some of the programs.

25X1A

An employee who wants to take an external course at his own expense makes his own arrangements in accordance with provisions in [REDACTED], "Unofficial Courses of Instruction."

SUMMER INSTITUTE
FOR FEDERAL
EXECUTIVES
18 Jul-27 Aug
(TSB ACTION)

The Institute is conducted by the University of Wisconsin's Center for Advanced Study in Organization Science at Milwaukee, Wisconsin. The full program is six weeks; enrollments are accepted for a two or a four week program or for the six-weeks. Participation is open to persons in grade GS-13 and above; candidates are chosen by the Agency's Training Selection Board.

In the first two weeks, the innovation and planned change in administrative systems and problem areas in administrative human relations are covered. During the second two weeks the subjects of scientists and professionals in the modern administrative systems and problem areas in administrative human relations are discussed. The final two weeks are on problems in cross-cultural and development administration and public policy and administrative decision making.

EXECUTIVE PROGRAM
IN ENGINEERING
MANAGEMENT
5-30 July

This program is given by The Georgia Institute of Technology, Atlanta, Georgia from 5-30 July 1965. Its objective is to present the newest management thinking and practice to a select group of managers and prospective managers in American industry who have engineering or scientific educational background and who have been working in these fields.

Lectures, case studies, and discussions will be used in the course. In addition, considerable time will be given to problem sessions. These problem sessions will supplement the lectures by giving individuals a chance to apply the principles, concepts, and techniques presented in the lectures. Four evenings each week participants will participate in a lecture, seminar, or film program on management-related information.

TECHNICAL WRITERS' INSTITUTE
14-18 June

The Rensselaer Polytechnic Institute, Troy, New York, is sponsoring this program which is designed for writers and editors in industry, Government and research. During the week there will be discussions of editing practices and demonstrations of the techniques of technical reporting and proposal writing. Special interests will be developed by surveys of manuals and instruction books, Government requirements, technical sales literature, article writing, and visual aids. Instruction is given through lectures, discussions and conferences.

ETB nominations: 15 May 1965.

SUMMER PROGRAMS 1965

MASSACHUSETTS INSTITUTE OF TECHNOLOGY

M. I. T. has announced the following programs for its summer session. They are generally, one and two-week programs.

Gas Surface Interactions	6-16 Jul
Catalysis and Applied Kinetics	2-13 Aug
Infrared Spectroscopy: Technique	21-25 Jun
Infrared Spectroscopy: Applications	28 Jun- 2 Jul
Structural Models	28 Jun- 2 Jul
Introduction to the Optimal Control and Stability of Nonlinear Systems	2-13 Aug
Electromagnetic Compatability	16-27 Aug
Photoelasticity and Moire Techniques	15-19 Jun
Physical Measurements and Analysis	15-25 Jun
Thermodynamics Workshop	19-30 Jul
The Electron Microanalyzer and Its Applications	21 Jun- 2 Jul
Dehydration and Irradiation of Food	21-25 Jun
Fermentation Technology	21-25 Jun
Techniques in Oceanographic Instrumentation	21-25 Jun
The Design and Analysis of Scientific Experiments	12-23 Jul
Experimental Solid State Physics	2 Aug- 3 Sep

SUMMER PROGRAMS
1965 (cont)

UNIVERSITY OF MICHIGAN

For engineers, scientists, and managers:

Lasers - Theory, Technology, and Applications	10-21 May
Semiconductor Theory and Technology	
Fundamentals	17-21 May
Advanced Topics	24-28 May
Semiconductor Circuits	31 May- 4 Jun
Introduction to Optical Data Processing	24 May- 4 Jun
Cryogenic Engineering	24 May- 4 Jun
Numerical Methods and Computing Techniques in Engineering Practice	24 May- 4 Jun
The Use of Computers in Metallurgical Engineering	24 May- 4 Jun
Introduction to Digital Computer Engineering	7-18 Jun
Digital Computers in Real Time	7-18 Jun
Automata Theory	7-18 Jun
Numerical Analysis	7-18 Jun
Computer Graphics	14-18 Jun
Fundamentals of Infrared Technology	7-11 Jun
Advanced Infrared Technology	14-18 Jun
Precision Radiometry - Calibration and Instrumentation	21-25 Jun
Elements of Nuclear Power Reactor Engineering	14 Jun- 9 Jul
Nuclear Ships - Engineering Principles, Economics, and Current Developments	28 Jun- 2 Jul
Physiological Systems Analysis for Engineers	21 Jun- 2 Jul
Flight Mechanics of Spacecraft	6-16 Jul
Aerospace Structures: Modern Methods of Static and Dynamic Analysis	12-23 Jul
High Altitude Science	12-16 Jul
Communications Theory	12-23 Jul
Dynamic Response of Elastic Systems	19-24 Jul
Hybrid Computation	19-23 Jul

SUMMER PROGRAMS 1965 (cont.)

Written Communication for Engineers, Scientists, and Technical Writers	2- 6 Aug
Fundamentals of Navigation Systems	2- 6 Aug
Simulation of Mechanical Systems	9-20 Aug
Foundations and Tools for Operations Research and the Management Sciences	9-20 Aug
Operations Research Problems in Engineering	9-20 Aug
Recent Mathematical Advances in Operations Research	9-20 Aug

PENNSYLVANIA STATE UNIVERSITY - ENGINEERING SEMINARS

Experimental Study of Surface Topology	13-16 Jun
Transient Vibrations	13-18 Jun
Viscoelasticity and Mechanical Properties	20-25 Jun
Wave Propagation in Solid Media	20-25 Jun
New Industrial Technologies	27 Jun- 2 Jul
Vibrations and Vibrations Damping	27 Jun- 2 Jul
Underwater Acoustics	4- 9 Jul
Fluid Control Systems	6-16 Jul
Sound Ray Tracing and Isointensity Contours in the Ocean	11-16 Jul

DARTMOUTH COLLEGE

Uses of Information Theory in Science and Engineering	27 Jun- 9 Jul
Two-Phase Flow and Heat Transfer	27 Jun- 9 Jul

UNIVERSITY OF CALIFORNIA

The following short courses for chemists, engineers, mathematicians, physicists and other scientists are scheduled at the University of California in Los Angeles during 1965:

High Temperature Protective Coatings for Aerospace Applications	10-14 May
Aerospace Vehicle Systems Engineering	14-25 Jun

SUMMER PROGRAMS 1965 (cont)	Thermal and Luminous Radiative Transfer	14-25 Jun	
	Space Propulsion Systems	21 Jun- 2 Jul	
	Transport Properties of Matter	21 Jun- 2 Jul	
	Variational Theory and Optimal Control Theory	21 Jun- 2 Jul	
	Applied Oceanology and Ocean Engineering	12-23 Jul	
	Magneto spectroscopy in Solids	19-30 Jul	
	Survey of Communication Theory	19-30 Jul	
	Man in the Sea	26 Jul- 6 Aug	
	Experimental Stress Analysis		
	Strain Gage Lectures	23-27 Aug	
	Strain Gage Laboratory	30 Aug- 3 Sep	

25X1A

AlB/RS has a description of the M. I. T., U. of Michigan, Penn State, Dartmouth and U. of Calif. courses. Call [REDACTED] for the information.

UNITED STATES ARMY
MANAGEMENT
ENGINEERING
TRAINING AGENCY
(Rock Island, Ill.)

Below is a listing of some courses which are being offered by AMETA at Rock Island, Illinois. (Other courses offered by AMETA were listed in the January-February OTR Bulletin.)

TOP MANAGEMENT SEMINAR
10-21 May; 7-18 June

MANAGEMENT STATISTICS
3-14 May

PRINCIPLES AND APPLICATIONS OF VALUE
ENGINEERING
17-28 May; 1-18 June; 21 June-2 July

STATISTICAL QUALITY CONTROL II
3-14 May; 21 June-2 July

ECONOMIC ANALYSIS FOR DECISION MAKING
26 April-7 May

ETB nominations: five weeks in advance.

SOURCE DATA AUTOMATION ORIENTATION
22-23 April

GSA is conducting this course for senior Federal officials. It is on the potential economies in paperwork through the use of new, mechanized techniques. Among the topics for discussion are: what is source data automation, what makes data mechanization exciting today, how machines automate paperwork, how to recognize a data processing possibility, typical Federal uses of source data automation, how to design forms for source data automation, and how to make a source data feasibility study.

ETB nominations: one month in advance.

FILES IMPROVEMENT
27-28 April

GSA demonstrates in this course the principles and practices for solving problems with files management. The record-keeper learns how to reduce the volume of filed papers, how to develop an office outline for subject files, to organize and standardize case files, identify and segregate temporary papers, simplify the arrangement of technical reference papers, and to select the right equipment and supplies for the files.

ETB nominations: one month in advance.

OTR CALENDAR

THE NEXT COURSE IS SCHEDULED - - -

Administrative Procedures (full time) 17 - 28 May
Advanced Operations Seminar (full time). 5 - 16 Apr
Air Operations (full time). 1 - 25 Jun
Anti-Communist Operations (part time) 19 Apr - 7 May
Basic Country Survey of USSR (see USSR)
Budget & Finance Procedures (full time) 26 Apr - 14 May
Chiefs of Station Seminar (part time). 19 Apr - 7 May
China Familiarization (full time). 24 - 28 May
CIA Review (part time) 13 Apr
Clandestine Scientific & Technical Operations (full time). . 10 - 28 May
Clandestine Services Name Check (full time). 22 - 26 Mar
Clandestine Services Records Officer Course (part time). . 29 Mar - 2 Apr
Clandestine Services Review (full time) 5 - 14 Apr
Clerical Refresher (part time) 22 Mar - 16 Apr
Communism, International (JOTS only) 26 Apr - 21 May
Communism - Introduction to (full time). 12 - 23 Apr
Communist Party Organization & Operations (part time). . 29 Mar - 16 Apr
Conference Techniques (part time Monday & Wednesday). . Not scheduled
Counterintelligence Familiarization (full time) 19 - 30 Apr
Counterintelligence Operations (full time first five days;
part time remainder) 29 Mar - 16 Apr
Covert Action Operations (part time) 10 - 28 May
[REDACTED] 22 Mar - 2 Apr
[REDACTED] Not scheduled
Effective Speaking (part time Monday & Wednesday) Not scheduled
Geography of USSR (see USSR)
Information Reporting, Reports, Requirements(full time) . 19 Apr - 7 May
Information Reports Familiarization (full time). 29 Mar - 2 Apr
Instructor Training (full time). On request
Intelligence, Introduction (full time)(JOTS only). 22 - 26 Mar
Intelligence, Introduction (full time)(All Agency) 17 - 28 May
Intelligence Production (full time)(JOTS only) 26 Apr - 18 Jun
Intelligence Research (Map & Photo) Not scheduled
Intelligence Research Techniques (part time). 13 Sep - 8 Oct
Intelligence Review (full time). 26 Apr - 7 May
Intelligence Techniques (full time)(JOTS only). 29 Mar - 16 Apr
Introduction to Clandestine Services (JOTS only). 19 - 23 Apr

25X1A

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Introduction to Communism (see Communism)	
Management GS 11-14 (full time at [REDACTED])	19 - 23 Apr
Management: Senior Seminar, for GS-15 and above (full time)	16 - 21 May
Maritime Operations (full time)	On request
Midcareer Executive Development (full time)	2 May - 11 Jun
Operations (full time)(JOTS only)	15 Mar - 15 Jul
Operations Familiarization (full time)	24 May - 2 Jul
Operations Support (full time)	29 Mar - 23 Apr
Orientation for Overseas (part time)	6 - 7 Apr
Paramilitary Operations (Basic)(full time)	2 Aug - 24 Nov(tent)
Project USEFUL (full time)	25 - 26 May
Supervision (GS 5-10)(full time)	25 - 31 Mar
Support Services (JOTS only)	5 Jul - 27 Aug
Training Assistants Orientation	12 May
Training Officers Orientation	4 - 5 May
USSR Basic Country Survey (full time)	29 Mar - 9 Apr
USSR Geography (part time)	Not scheduled
Writing Workshop	
Basic (part time Tuesday & Thursday)	20 Apr - 13 May
Intermediate (part time Monday & Wednesday)	19 Apr - 12 May
Correspondence	Begins after registration

LANGUAGE CLASSES

Scheduled

Luganda:

Basic (pt-216 hrs) - R - 9 mos 7 Jun 65 - 4 Feb 66

French, Spanish, Italian, Portuguese: (Classes begin the first Monday of each month)

Basic (ft-800 hrs) - RSW - 20 wks
Inter (ft-400 hrs) - RSW - 10 wks
Basic (pt-100 hrs) - RSW - 3 phases - 10 wks each
Inter (pt-60 hrs) - RSW - 3 phases - 10 wks each

On Request: There is no schedule for the following courses. Instruction can be arranged, however, on request: Albanian, Bulgarian, Czech, Greek, Indonesian, Hungarian, Japanese, Lingala, Polish, Romanian, Serbo-Croatian, Swahili, Turkish, and Vietnamese. Call extension [REDACTED] to schedule instruction.

VOLUNTARY LANGUAGE TRAINING PROGRAM

Spring-Summer Semester (pt)(before and after hrs) 22 Mar - 6 Aug 65

25X1A

Directory of Training Officers

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SENIOR
TRAINING
OFFICERS
DDI
DDP
DDS&T
DDS

TRAINING
OFFICERS
DCI
O/DCI
O/IG
 Inspection Staff
 Audit Staff
General Counsel
Cable Sec
O/ BPAM

DDI
O/DDI
CGS
OCR
ORR

ONE
OCI

OBI

2E-52
3C-29
6E-68
7D-10

7E-07

7D-49
2519 Qtrs. I
7D-07
1A-53
6E-08

2E-52
7F-35
2E-61
4F-29
4F-29
7E-47
6G-29
6G-29
2400 Alcott Hall

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NPIC

DDS
Administration
Communications

Finance
Logistics

Medical
Personnel

Security

Training

DDS&T
OCS
OEL, ORD, & FMSAC
OSA
OSI

402 1717 H
506 1717 H
414 1717 H
[REDACTED]

7D-10
GA-08
GA-08
225 So. Bldg.
1311 Qtrs. I
1311 Qtrs. I
1D-4044
5E-56
5E-56
4E-71
4E-71
839 1000 Glebe

GD-0404
6E-68
6B-40
6F-24
6F-24

25X1A

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